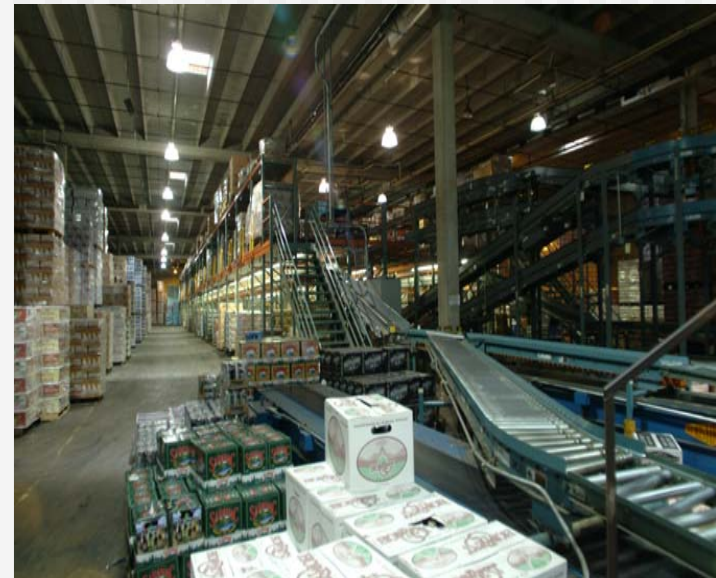




Alcohol Law Education and Regulation Training (ALERT)

Division of Licensure, Regulation and Education
Montgomery County Department of Liquor Control



MC DLC

George Griffin, Director

Mission Statement

We will provide efficient and quality wholesale and retail sales of beverage alcohol products while promoting moderation and responsible behavior in all phases of distribution and consumption. We will diligently promote and obey all laws and regulations governing beverage alcohol while generating revenue for the benefit of Montgomery County's General Fund.

Goals of the ALERT Training

- To compliment the state certified server training
- To review Montgomery County specific laws, rules and regulations
- To reduce under 21 alcohol access
- To prevent over service of alcohol
- Orientation to the Department of Liquor Control

Teen killed and two passengers injured

Montgomery County

16-year-old Sarkis Nazarian was driving a Jeep, when he ran off the road and hit a tree after 1 am on Travilah Road in Rockville. Two passengers, both 16-year-old boys, were treated at the scene.

Police say speed and alcohol contributed to the overnight accident. Before the crash, all three boys had been at a party where alcohol was served. The party was hosted by another teenager whose parents were out of town.



Officers had responded to the party on Cragwood Way, shut it down and handed out more than a dozen citations for underage drinking.



Traffic Safety Facts

Maryland

- In 2008, there were **152** fatal alcohol impaired crashes involving Blood Alcohol Content (BAC) over .08
- In 2008, nearly one in three, **(28%)** of Maryland's fatal crashes were alcohol/drug related

Montgomery County

- In 2010, there were **3448** Drunk Driving Arrests in Montgomery County
- That breaks down to 9 people arrested in MC for drunk driving for every day of the year!

Training Overview

- Section 1:** Overview of the Department of Liquor Control (DLC)
- Section 2:** Outreach Office/Resources
- Section 3:** State Laws, County Regulations and Trends
- Section 4:** False Identification
- Section 5:** Board Hearings
- Section 6:** Licensing

Control Jurisdictions

- Control the sale of distilled spirits, and in some cases wine and beer through government agencies at the wholesale level.
- 18 states, Montgomery County as well as Somerset, Wicomico and Worcester and Counties in Maryland are control jurisdictions.

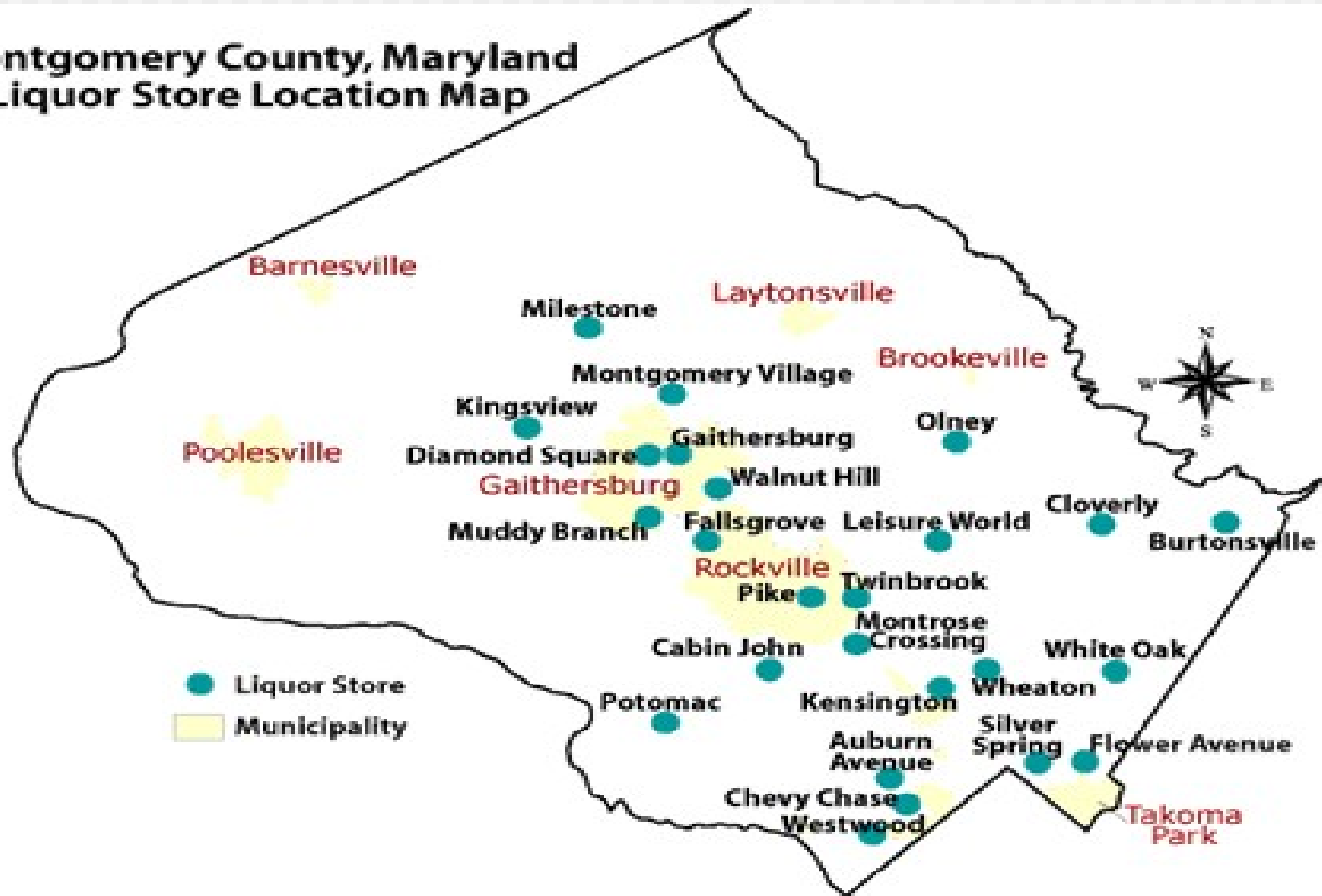
Benefits of our Control Jurisdiction

- Revenue generated goes back into the community (*\$30 million in 2010*)
- 23 county run liquor stores: accessibility issues, scanners, trained staff
- Liquor privilege = ratio requirements of 50/50 sales
- Education and Training
- Delivery
- One stop shop

MC DLC Retail Stores

- 23 county stores...

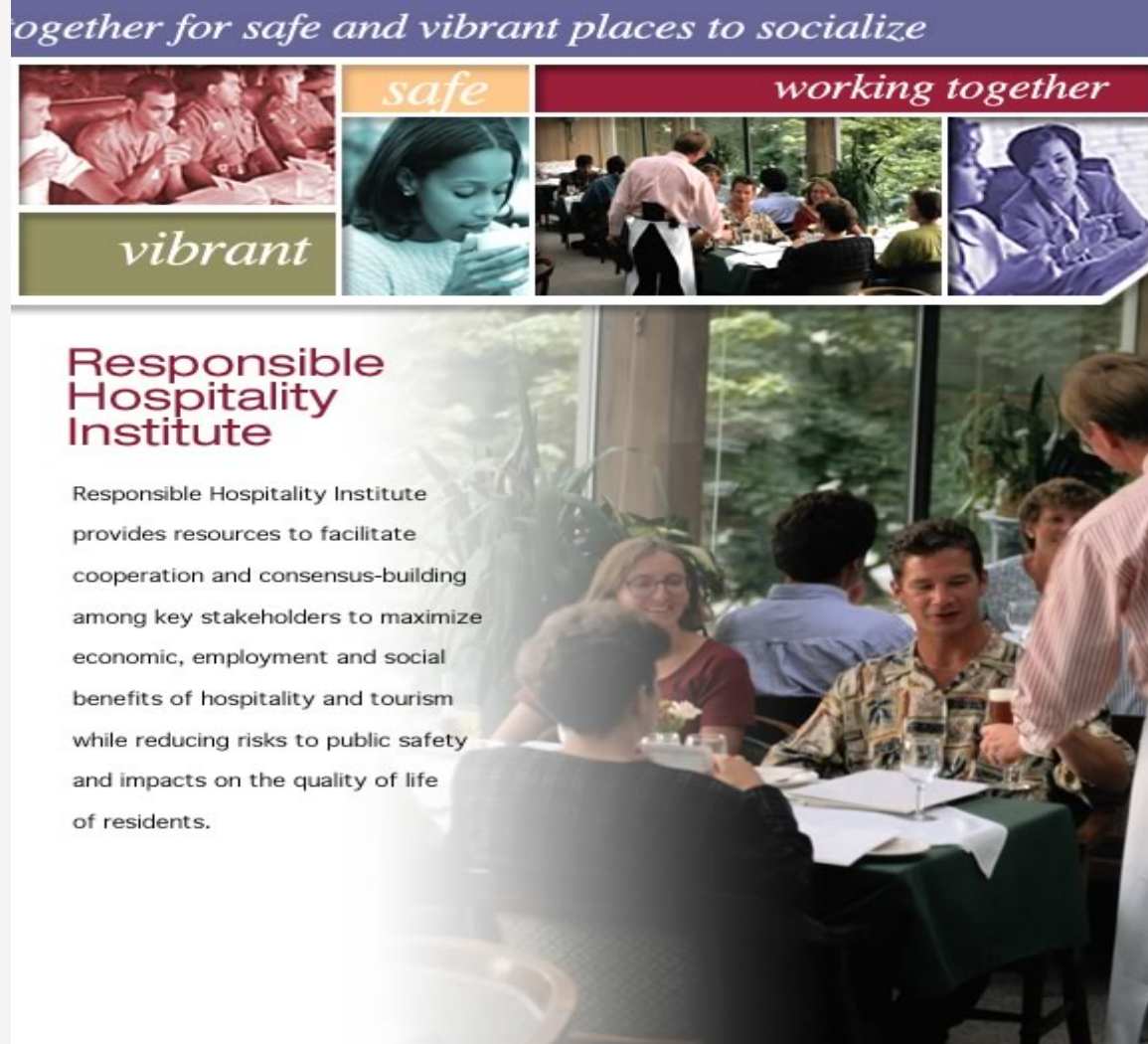
**Montgomery County, Maryland
Liquor Store Location Map**



Section 2:

DLC Community Outreach Office

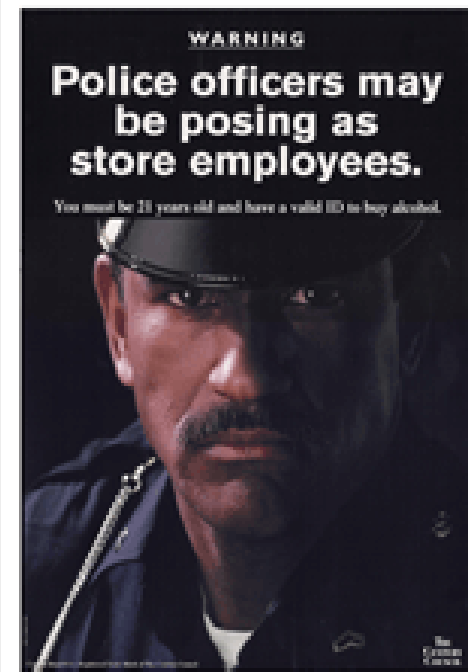
- National Model
- National Responsible Hospitality Institute
- MC Hospitality Resource Panel (HRP) 2000



Community Outreach Office

What we do:

- Build **Business Alliances** to Support Safe and Vibrant Communities.
 - Cops in Shops Program
 - Free or reduced cost Server Trainings (Spanish)
 - Policy Trainings, assessments, evaluations
- Support multi agency efforts through grant writing and reporting.
- Safety Alliance – (quarterly Meetings of county code enforcement) serve as a liaison between businesses and county code enforcement.
- Trainings - Develop trainings based on needs of licensees.



Community Outreach Office

- Design and implement a Tobacco Training for retailers.
- Create and promote the *"Keeping it Safe"* public education campaign.
 - Adult Host Responsibility Campaign
 - SAFEnet
 - Media
 - Calendars
 - Best Practices Promotion
 - Point of Sale Materials
 - Newsletters for businesses
- Serve as a resource to licensees, the community and county agencies by staying active in community coalitions, boards and meetings.



Outreach Contacts:

Emily DeTitta, Outreach Manager at **240-777-1904**

Melissa Romeo, Outreach Coordinator at **240-777-1989**

dlc@montgomerycountymd.gov



2011



Montgomery County

We DON'T SERVE TEENS

WWW.DONTSERVETEENS.GOV



Please have your ID ready!

Montgomery County, Maryland

We Check ID's!

It's the LAW

**You must Be 18 to Purchase Tobacco Products
& 21 to Purchase Alcohol**

MONTGOMERY COUNTY DHHS, TOBACCO USE PREVENTION AND CESSATION PROGRAM &
MONTGOMERY COUNTY DEPARTMENT OF LIQUOR CONTROL
BLC@MONTGOMERYCOUNTYMD.GOV

MONTGOMERY COUNTY KEEPING IT SAFE

Retailers Resource Calendar

UNDER 21 ALERT

Prom and graduation time are high risk for under 21 sales.

- Be extra diligent in checking ID's
- Ask for a second ID if there is any doubt
- Look for fake ID's
- Refuse sales to adults who have taken money from a minor to purchase alcohol

It's the law!

CR 10-116: It is unlawful for any person to obtain any alcoholic beverages from any person licensed to sell alcoholic beverages for consumption by any person under 21 years of age, knowing that the person is under 21 years of age.

Alcohol Poisoning BE A HERO

BEFORE ANYONE

- Recognize the signs
- Confusion
- Vomiting and irregular breathing
- Appearance (victim is cold to the touch)
- Pale or bluish skin
- Seizures
- Unconsciousness



WHAT NOT TO DO

- DO NOT ignore the problem
- DO NOT take the victim home to be monitored by other adults for fear of consequences
- DO NOT give the victim coffee
- DO NOT put the victim in a cold bath or shower
- DO NOT allow victim to sleep it off

For free copies of alcohol poisoning posters for display, please visit
www.montgomerycountymd.gov/kis or call 240-777-6652

Community Outreach Office

Suggestions for Responsible Hospitality

- Alcohol Awareness programs
- Promote establishments as a safe, social and enjoyable gathering place for everybody regardless of beverage choice.
- Avoid promotions that encourage over consumption
- Promoters/Contracts/Social Media
- Develop and provide each employee with written policies
- Educate employees to the rules and regulations, civil liabilities and criminal statutes governing the service of alcohol within the jurisdiction.
- Observe laws regarding server age.
- Develop policies that prohibit the sale of alcohol beverages to underage persons (under the age of 21), to adults who would provide alcohol to the underage, and to impaired adults.

Community Outreach Office

- Promote awareness of serving size
- Server should ask for valid identification card whenever he or she in doubt
- Publicize alcohol policies in any visible location (ex: “We Check ID” signage)
- Make alcohol free beverages available whenever alcohol beverages are served.
- Arrange alternative transportation
- Dram Shop/Tort Law (Incident Log)
- Ensure that employees do not consume alcohol beverages while working.
- Make available treatment information/referral assistance to employees whose work performance may be impaired by an alcohol or drug problem.

Section 3:

Alcohol Laws and Regulations



Section 3: Inspections

5 types of inspections:

- **Final Compliance** is a final check of an establishment before issuance of license for new and transferred licenses.
- **Routine Inspection** is a state mandated check of each establishment twice a year.
- **Monthly Inspection** for those with a liquor privilege, monthly checks for the first year are done to ensure that sales of food are at a minimum equal to or above alcohol sales, 50/50 ratio reports are required to be filed once a month for the first year. Annually after 1st year unless a continuance of monthly reports is mandated from the board.
- **Compliance Checks** are a joint effort between DLC Inspectors and MC Police to check for underage sales, over service compliance, and Keg registration.
- **Notice Inspection** is a directive issued by the Board, Division Chief, or an Inspector which generally results in a 48 hour deadline to comply.

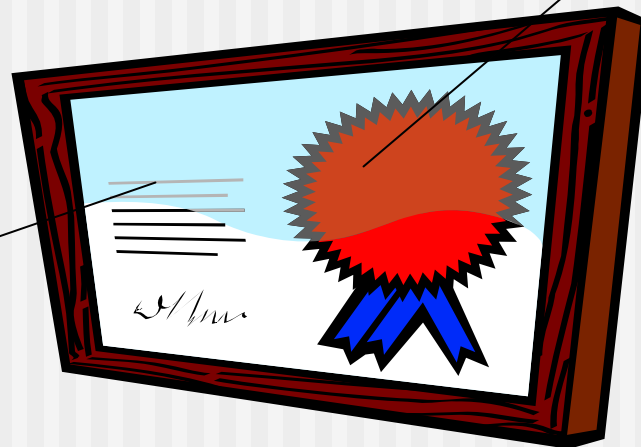
Routine Inspection Checklist

What an inspector will be looking for...

- ✓ License Framed/Visible
- ✓ Alcohol Awareness Certification/person on premise?
- ✓ Records
- ✓ Source/Storage
- ✓ Bar Service and Operations
- ✓ Minors Employed
- ✓ Sales
- ✓ Gambling
- ✓ Keg Registration

Licenses

Must be in a Frame
and Under Glass



Placed in a
Visible Area in
Public View

Having a license is a privilege not a right.

Alcohol Awareness Training

A certified person shall be present on the Licensed premise, during the hours in which alcohol may be sold with a valid certificate.

- Certified person?
- On premises?



Records

Must be Available for inspection on premises at all times and maintained for 2 years

Inspections Require:

- Beer, Wine and Liquor invoices
- Employee records

Must have on premises: legal names, addresses, dates of birth and social security numbers of all current employees, and those employed for the last 12 months.



Unapproved Source and Storage

- No license holder shall sell, store, or keep any alcoholic beverages on the licensed premises except those purchased from the Montgomery County Department of Liquor Control Warehouse or one of its 25 county run stores.
- It is unlawful for any licensee or licensed premises to store or keep any alcoholic beverages other than those permitted under their respective licenses.
- Do not allow patrons to bring in alcohol (even as a gift). If you are given alcohol by a patron do not keep it on the premises.



What is the different between these 2 bottles?



VS.



Bar and Service Operations

Alcoholic beverage bottles may not be refilled or diluted.

- A licensee, his/her agents and/or employees will not reuse or refill any bottle or other container of alcoholic beverages; nor shall any licensee, his/her agents and/or employees adulterate, dilute, or fortify the contents of any such bottle or container.
- Alcohol bottles must have original labels **affixed!**



Compliance Checks

4 types

- **Under 21 sales:** A compliance check involving youth under the age of 20 using their own ID, attempting to purchase alcohol at a licensed establishment.
- **Under 21 room service:** A compliance check involving youth under the age of 20 using their own ID, attempting to purchase alcohol through room service at a hotel or motel.
- **Keg Registration:** A compliance check involving an enforcement specialist in plain clothes using their own ID, attempting to purchase a keg in order to witness the clerks keg registration policies.
- **Sales to Intoxicated Patron:** A compliance check involving enforcement specialists in plain clothes within a facility conducting surveillance for sales to visibly intoxicated patrons.

Compliance checks are a multi-agency program.



WHITE ZINFANDEL 2 FOR 9.99

| | |
|------------------|--------------------|
| \$2.59 6 PACK | \$4.99 12 PACK |
| \$8.99 CASE | \$10.99 30 PACK |

SUTTER HOME
White Zinfandel
750ml
4.49 each 2 for 7.99

TEQUILA
SHOTS

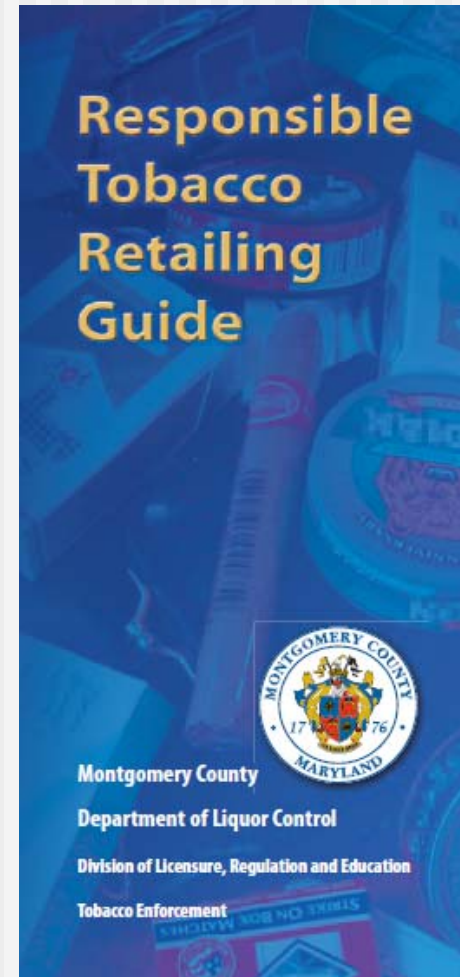
Obtaining alcohol for minors

- **CR 10-116** - It is unlawful for any person to obtain any alcoholic beverages from any person licensed to sell alcoholic beverages for consumption by any person under 21 years of age, knowing that the person is under 21 years of age.

Remember: You and your staff have the right to refuse service!

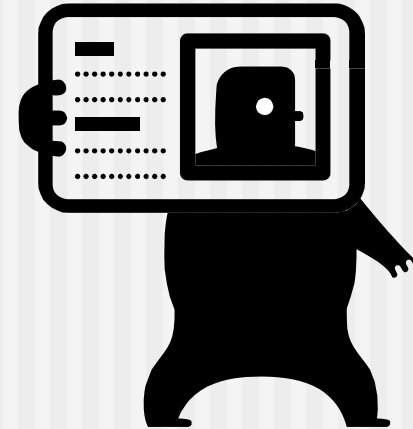
Tobacco Products

- **CR 10-108** – A minor may not use or possess a tobacco product or attempt to obtain a tobacco by using false identification. A employee may not sell a tobacco product to a minor (under 18).



Acceptable ID's

- State driver's license with picture
- Military identification
- Passport
- Immigration card
- State MVA ID card



It is the employee's responsibility to determine if a patron is 21.

How Old?



Illegal Sales

It is illegal to sell alcohol to intoxicated individuals, individuals known to be “habitual drinkers”, the mentally deficient, those of unsound mind and minors (under the age of 21).

- No sales to intoxicated patrons
- No sales to minors under 21 years old



Disorderly intoxication

- **Art 2B Sec. 19-101** – An intoxicated person may not endanger the safety of another person or property or cause a public disturbance.

Call the police non-emergency line **301-279-8000**
or 911 if lives are in danger.

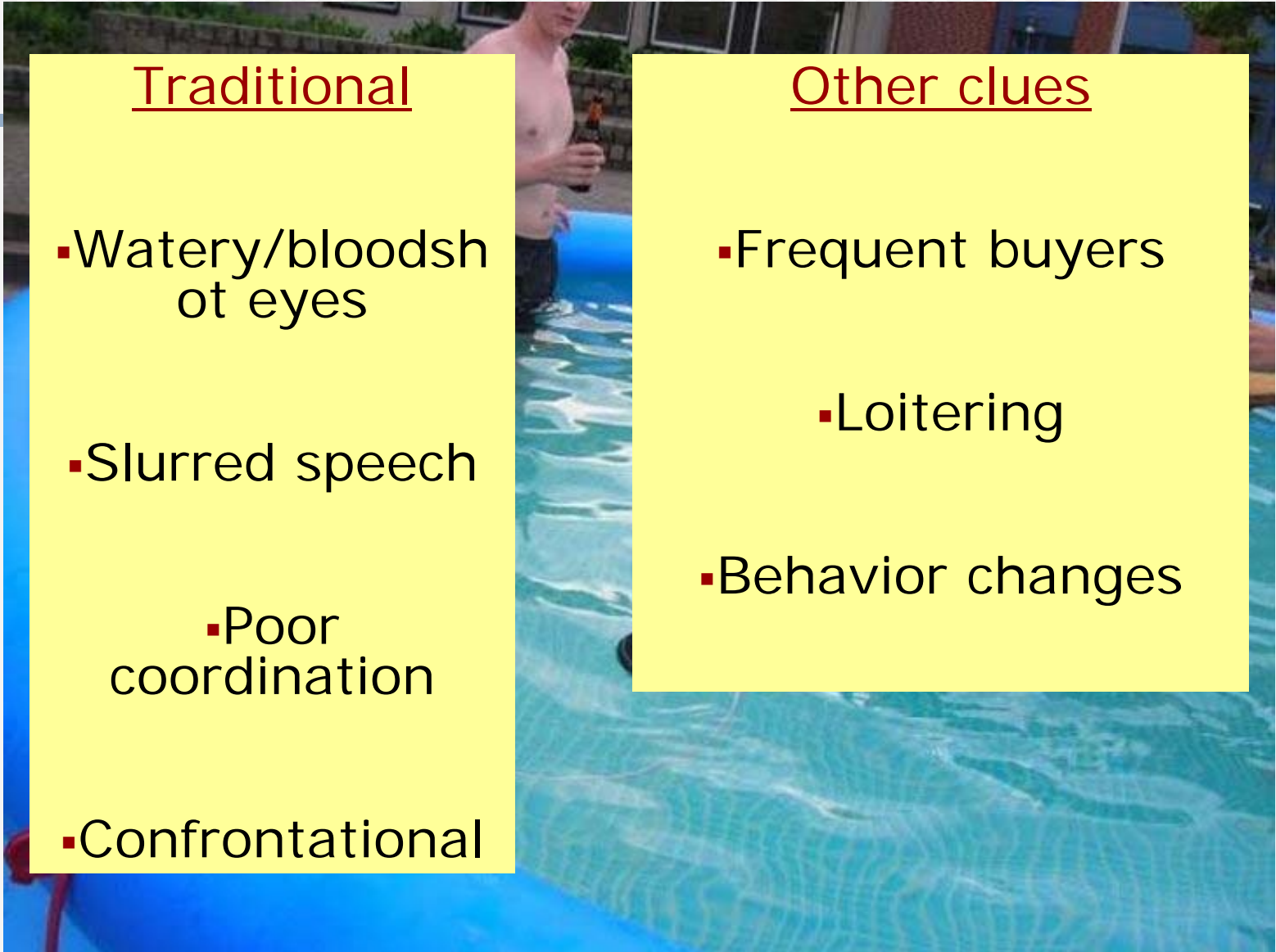
Signs of Intoxication

Traditional

- Watery/bloodshot eyes
- Slurred speech
- Poor coordination
- Confrontational

Other clues

- Frequent buyers
- Loitering
- Behavior changes



On premise Intoxication

- Intoxicated Patron Video

If intoxicated, then what?

Maryland has common law (torte law) that requires servers/sellers to protect an intoxicated person from harming themselves or others. Tort Law-must prove negligence.

- **Document, document, document!** Copy and use the documentation handouts given to you.
- Keep records at least 3 years
- Notify management
- If possible, collect witness information and ask them to sign the document
- If problems are anticipated, contact the police using their non-emergency number 301-279-8000. Develop a relationship with local police.
- Identify how it occurred

Signs of Intoxication

What if you saw this occurring at your establishment?

What steps would you take?

Does your staff know what to do?

Intoxicated Patron II

Drinking in Public

- **2B 19-202** – A person may not drink any alcoholic beverage while;
 - On public property unless authorized;
 - In parking lots open to the public in general; or
 - In parked vehicles at the above locations.



Wine Re-corking “Doggy Bag” Law

Signed into Maryland law in 2006, wine re-corking allows Maryland restaurant diners who order a bottle of wine with their meal, and don't finish the whole bottle, to take the bottle home with them provided that servers re-cork or re-cap the unfinished bottle.

Your responsibility:

- Re-corked bottle should be securely re-corked, pushing the cork as far into the bottle as possible. Re-capped wines should be tightly re-capped.
- The new law applies **ONLY** to **WINE** and does not cover beer or spirits.
- Remind your customers that the unfinished bottle of wine is still considered an “open container” and **MUST** be transported in the trunk.
- The law **DOES NOT** allow for full bottles of wine to be sold to go.



Handling Alcohol & Minors

Minors under the age of 18 are not allowed to handle alcohol.

- Must be 18 to handle or sell alcohol (behind a bar or serving a table)
- Bussing tables is not considered handling alcohol
- For off premise deliveries, must be 21, or 18 and accompanied by a supervisor who is at least 21



Hours of Service/Food

A licensee may not allow after hours of alcohol sales/service.

- Hours vary depending upon Class of License- half hour grace period- Rule 5.14
- All alcoholic beverages must be removed from the bar consumption area and tables immediately following the half hour grace period. *Even if the businesses is closed to the public.*
- Food must be available while alcohol is being served.



Hours of Service/Food



Gambling

A licensee, his/her agents and/or employees will not allow the licensed premises to be used for the purpose of booking or gambling in any form, except when specifically authorized by law.

(Bingo & raffles are licensed by MC permitting services 240-777-6200)

If all 3 of the following are present then it is gambling and is prohibited:

- **Pay to Play** (this includes purchase of food/beverage)
- **A Game of Chance**
- **Eligible to win money**
or a prize (including chips for additional playtime when others have to pay- constitutes value)



Nudity and Sexual Displays

A licensee can not permit on the premises:

- Prostitution or lewdness;
- Any person to be nude or in clothing which exposes the female breast below the top of areola or any portion of pubic hair, buttocks or genitals;
- Any performance or exhibition, including pictures, video, and electronic reproductions that simulate or depict sexual acts or nude dancing; or
- The placement of money on or about the person of any performer or entertainer.

Keg Registration

All keg sales must be registered.

Inspections require:

- Registration forms provided
- Sticker affixed
- Copy of registration on premise for 30 days



Alcohol Signage

- Except for umbrellas, BWL licensees should not have alcohol signage that can be seen from the street/sidewalk.
- Stores can have signage but beware of environmental factors/safety issues.



Trends



Beware of Promoter led events encouraging over consumption.

Trends

After hours

- Owners, employees, private parties and anyone else may not consume alcohol on the premise after the hours posted on the license. Even if business is closed to the public.
- During the 30 min. grace period there should be no service at this time, pre-purchased drinks may be finished. After this time, all alcohol must be removed immediately.



Standard-Sized Drinks



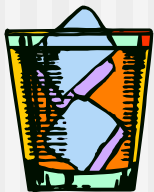
A Glass of Beer

12 ounces of fluid @ 4% alcohol equals



A Glass of Wine

5 ounces of fluid @ 12% alcohol



A Shot of Whiskey (80-Proof)

1 and 1/4 ounces @ 40% alcohol equals

Each of these servings are equal to the other.

For the last company picnic management decided, due to liability issues, we could have alcohol but only one drink per person.

I was fired for ordering the cups.



Be mindful of serving sizes, let your customers know how much they are consuming.

Section 5: False Identification



FAKE ID VID

BART GETS FAKE ID

G-R-E-E-T

GREET

Is a simple way to remember how to
properly check IDs

G-R-E-E-T

- **G- Get ID into your hands**
- **R- Read the Information on ID**
- **E- Examine the ID vs. Carrier**
- **E- Employ tools to validate ID**
- **T- Test Individual**

G-R-E-E-T

G- Get ID into your hands

- Have the customer remove the ID from their wallet or plastic holder You may see another ID in their wallet.
- Feel for raised edges, glue lines or bumpy surfaces by the photo or birth date. Uneven surfaces often indicate tampering.
- Feel for cut-out or pasted information. Check the thickness of the ID. Check to see if it was re-laminated after changing some of the information.

G-R-E-E-T

R – Read the Information on ID

- Read the front and back of ID.
- Date of birth - Is the person old enough? Figure the math or look at the "Under 21 Until" portion of the ID.
- Expiration date - Is the ID expired? Expired IDs are unacceptable.
- State seal - Is it on the ID and is it in the correct place?
- Correct Holograms?

G-R-E-E-T

Read: Holograms

Common Fraudulent ID Holograms

1. Eagle
2. Key/Locks
3. Genuine/Authentic
4. Flowers



Correct Hologram?



G-R-E-E-T

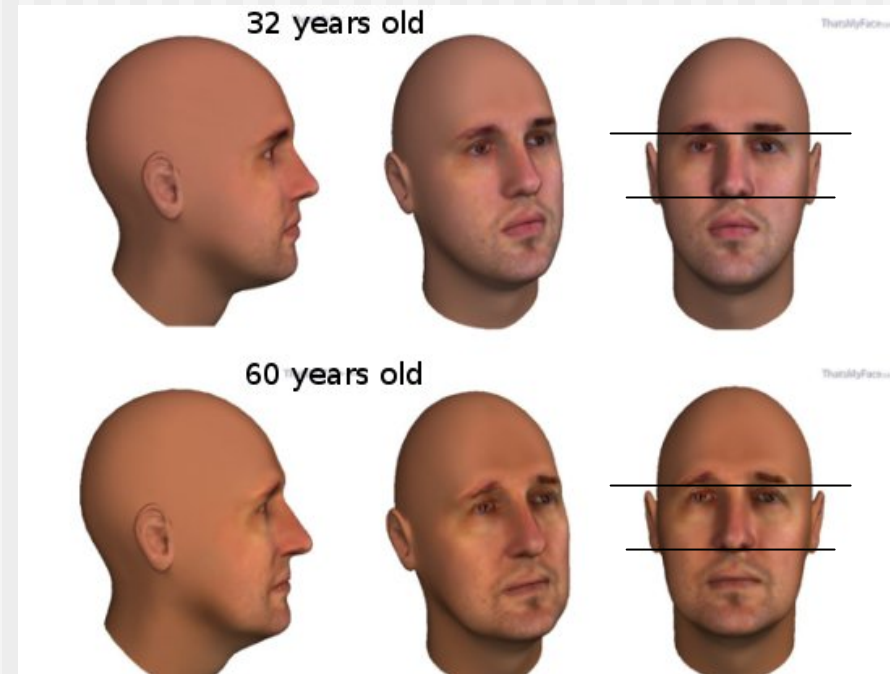
E- Examine the ID vs. Carrier

- Height and weight :
 - ✓ Do they reasonably match the person?
- Age on ID vs. Carrier:
 - ✓ Does the person in front of you match the age on the ID?
- Appearance:
 - ✓ Does the carrier match physical attributes?

G-R-E-E-T

Examine: Facial Features

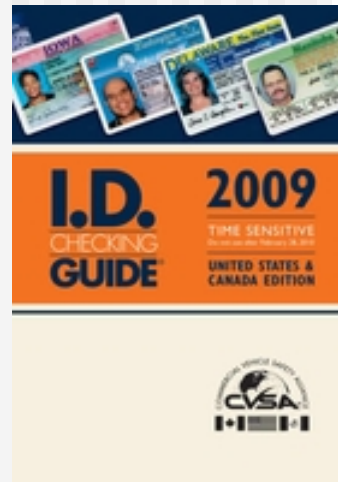
- Distance between the eyes
- Width of the nose
- Depth of the eye sockets
- The shape of the cheekbones
- The length of the jaw line



G-R-E-E-T

E – Employ tools to validate ID

- UV/ Black light reaction features
- ID Checking Guide
- Scanners
- Magnification



G-R-E-E-T

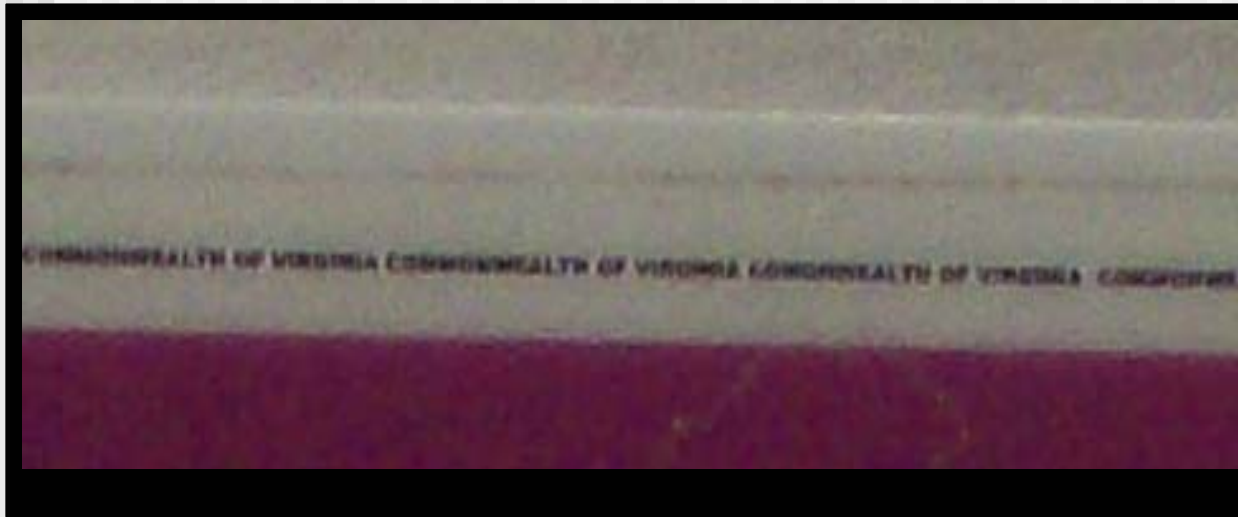
E – Employ tools to validate ID



UV Reaction: Maryland

G-R-E-E-T

E – Employ tools to validate ID



Magnification: Micro Print

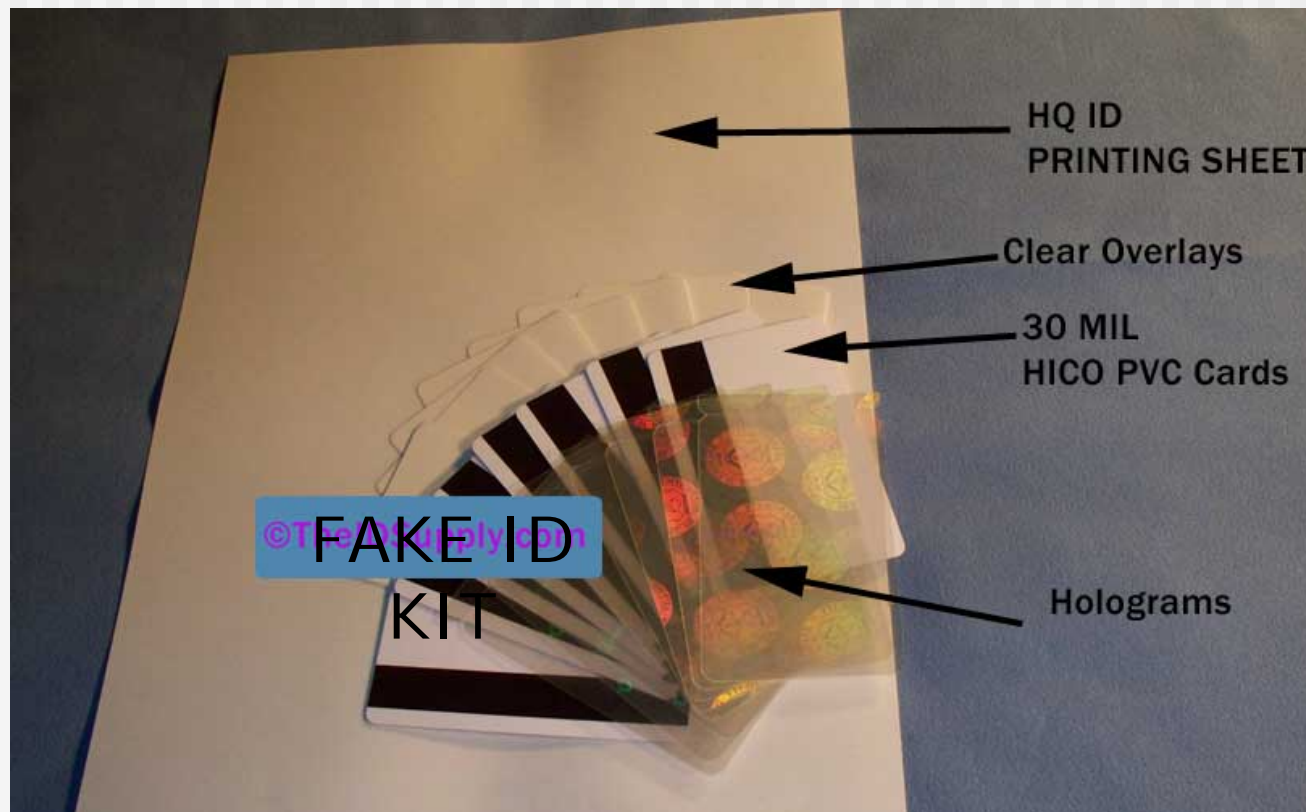


G-R-E-E-T

T – Test Individual

- Ask for their middle name, zodiac sign or year of high school graduation. If someone has to think about his or her sign or when they graduated, the ID may be false.
- Ask the birth month. If the person responds with a number rather than the name of the month, they may be lying.
- If the customer is with a companion, ask the companion to quickly tell you the customer's name. Any hesitation may indicate deception.

COUNTERFEIT EXAMPLES



Low Grade Fake ID

No Such thing
as US ID card

States: Non
Government
Photo ID

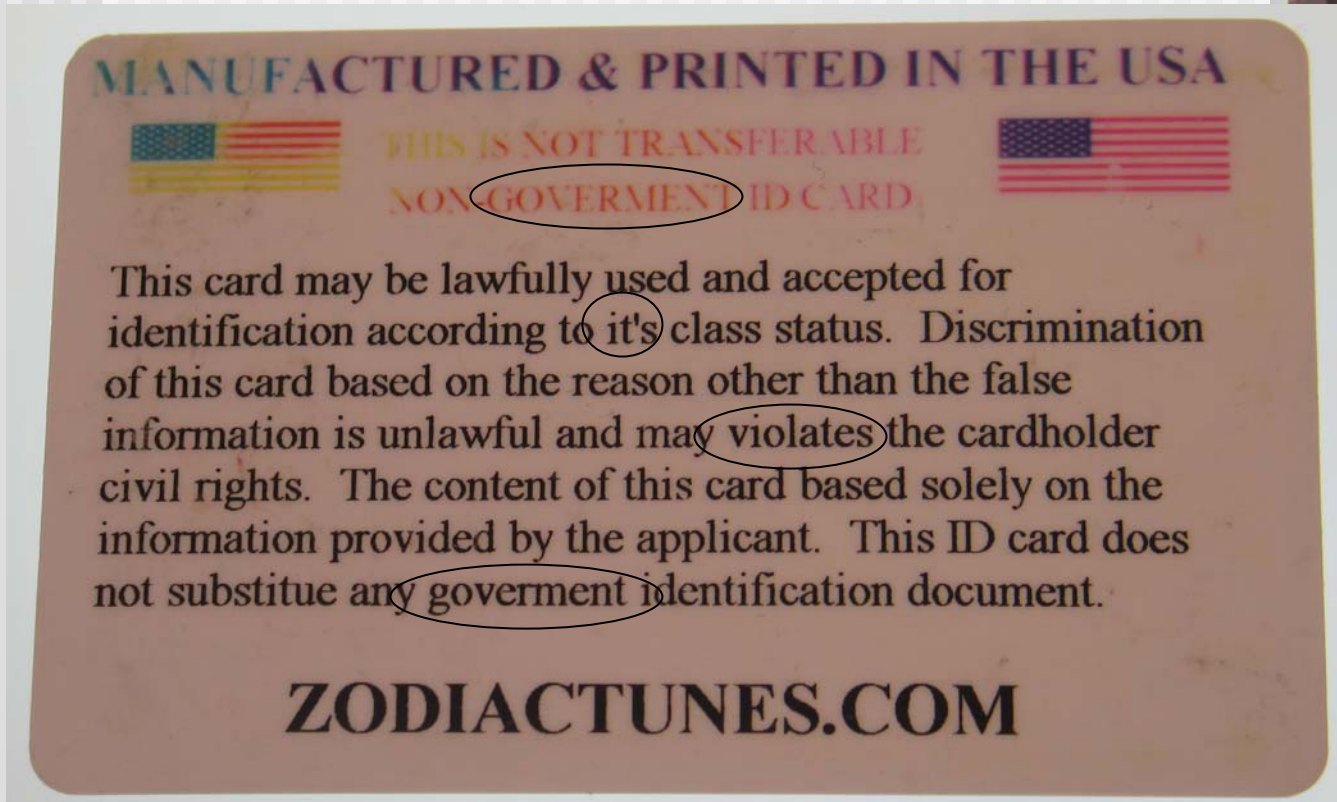
Signed in Pen

Uses “Secure
Hologram”



Low Grade Fake ID

READ THE BACK OF ID



SPELLING?

Grade Fake ID

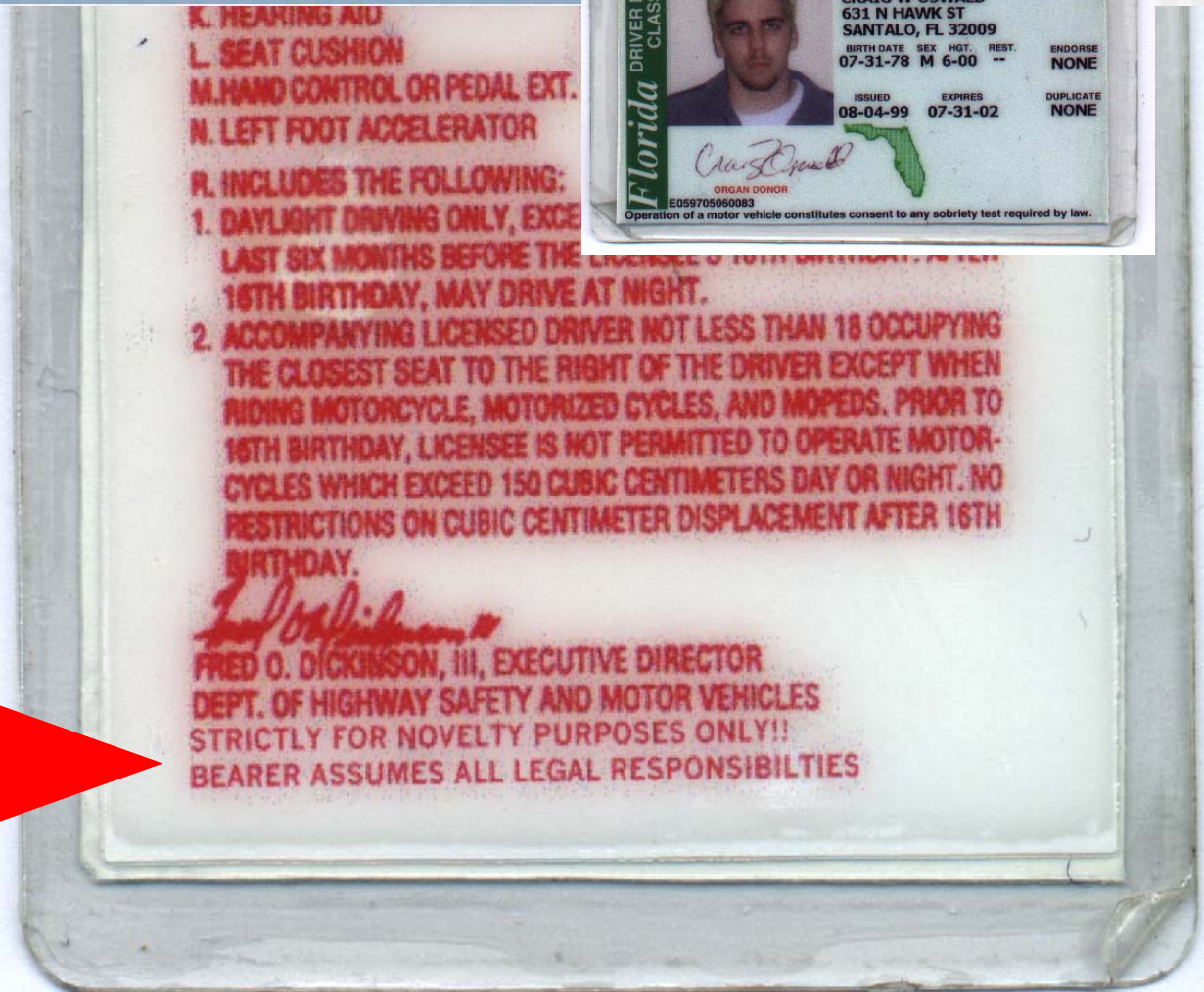


No horizontal lines in state
Poor Hologram
UV ABSENT



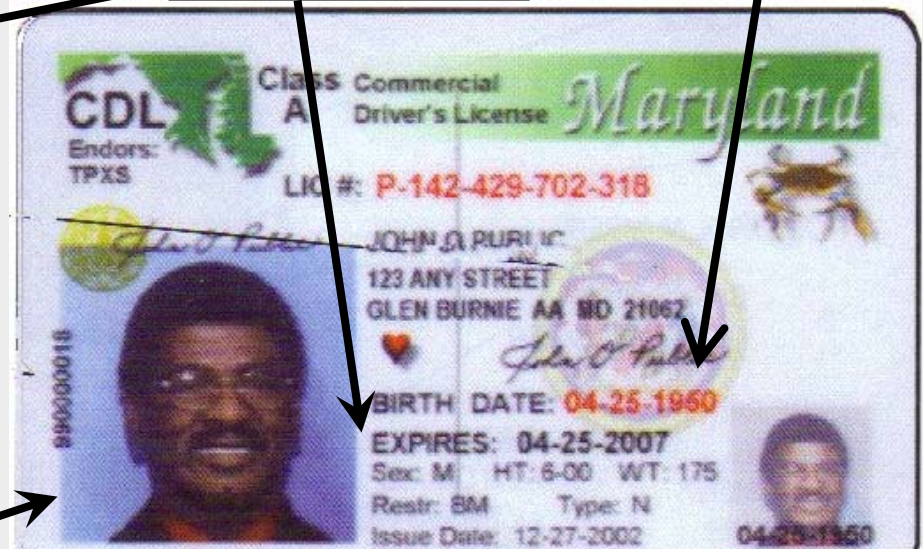
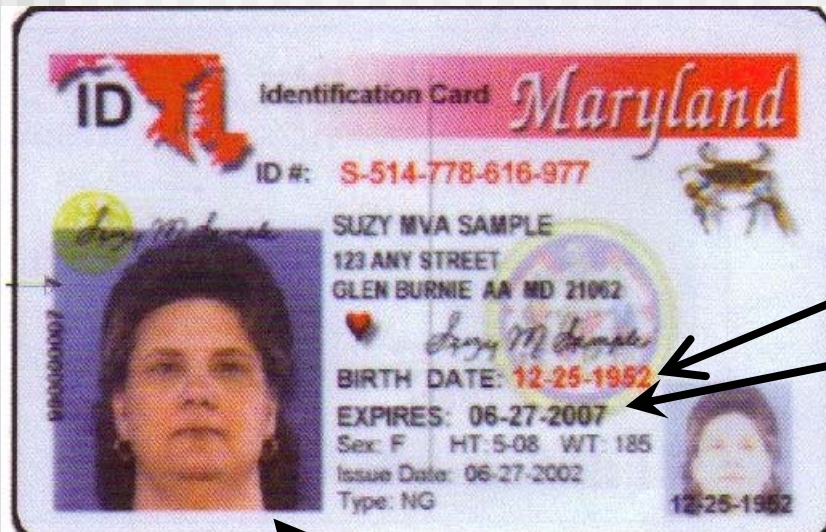
Counterfeit Florida ID (Rear)

**CHECK
OUT
THE
FINE
PRINT !!**



ACCEPTABLE ID EXAMPLES

Maryland ID Card and Commercial Driver's License



Birthday

Expiration

Picture:

**Note that ID design is
Horizontal**

Maryland Vertical License (Under 21)

Birthdate



Expiration Date

Photo:
Note the Vertical ID
design

Note the
"Until" date.

Virginia Vertical ID (Under 21)



Photo:
Note the Vertical ID
design

Note the
“Until” date.

Expiration Date

Birthday

Washington DC Vertical License (Under 21)

Birthday

**Note the
“Until” date.**

**Photo:
Note the Vertical ID
design**

Expiration Date



Military Identification

Picture



Expiration

Birthday?

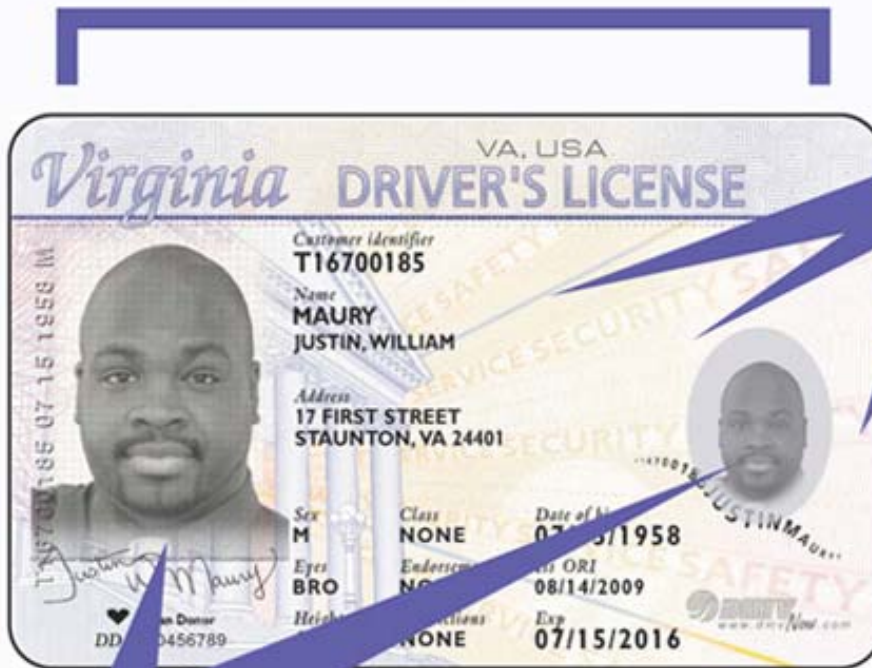
Military Identification



Birthday is located in the back of ID (Year, month, date Format): Overlapped by picture.

NEW VIRGINIA LICENSE

Laser-engraved onto a polycarbonate foundation



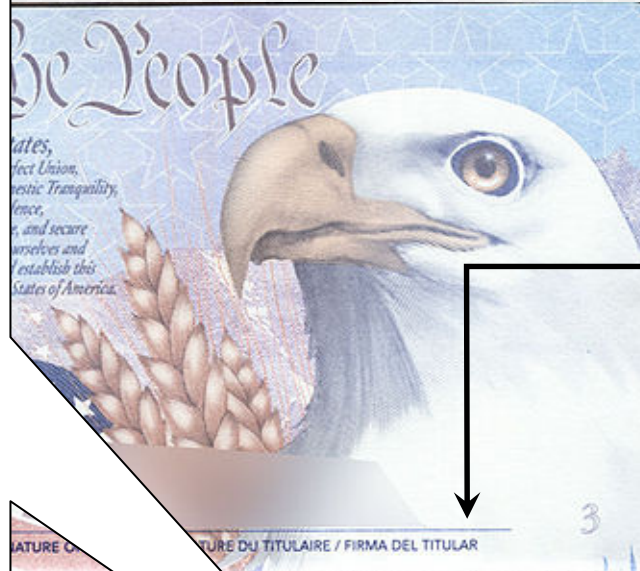
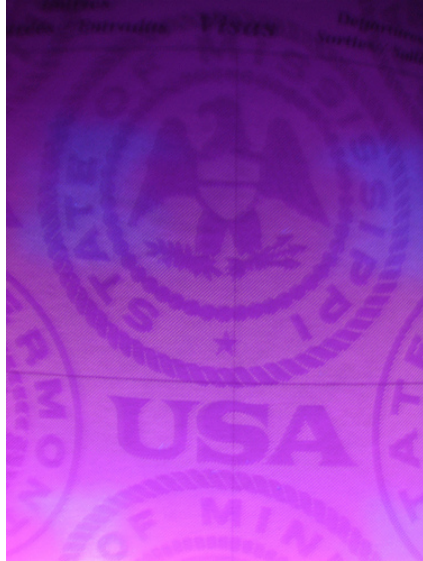
Greens, pinks, and
yellows integrated
into the surface

Black and
white photos

Expiration

US Passport

UV

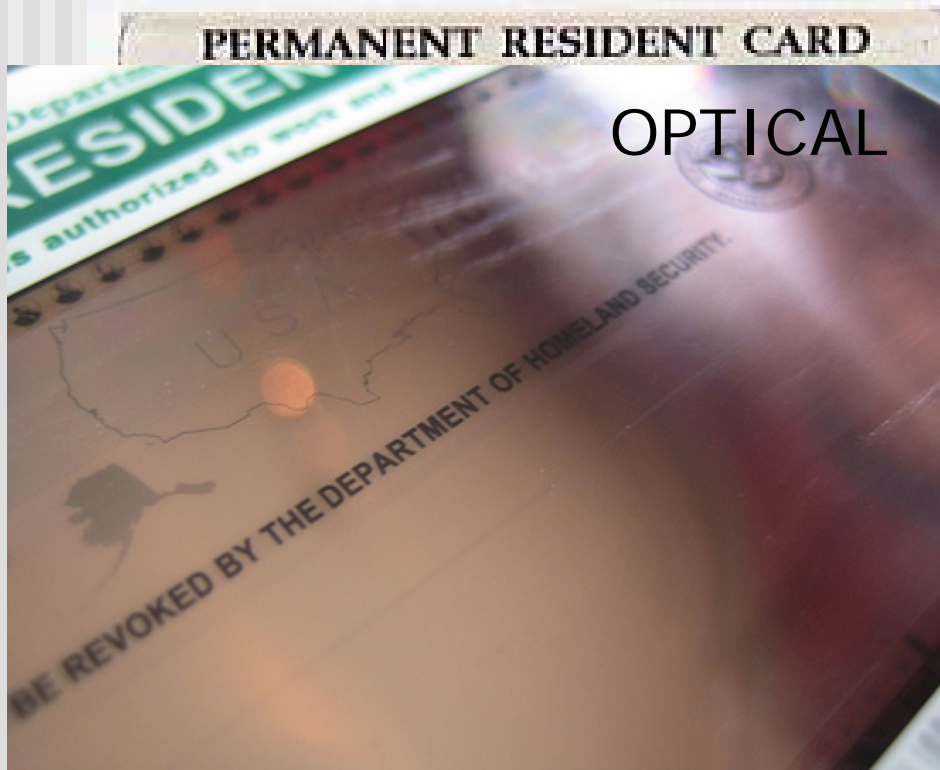


Micro writing

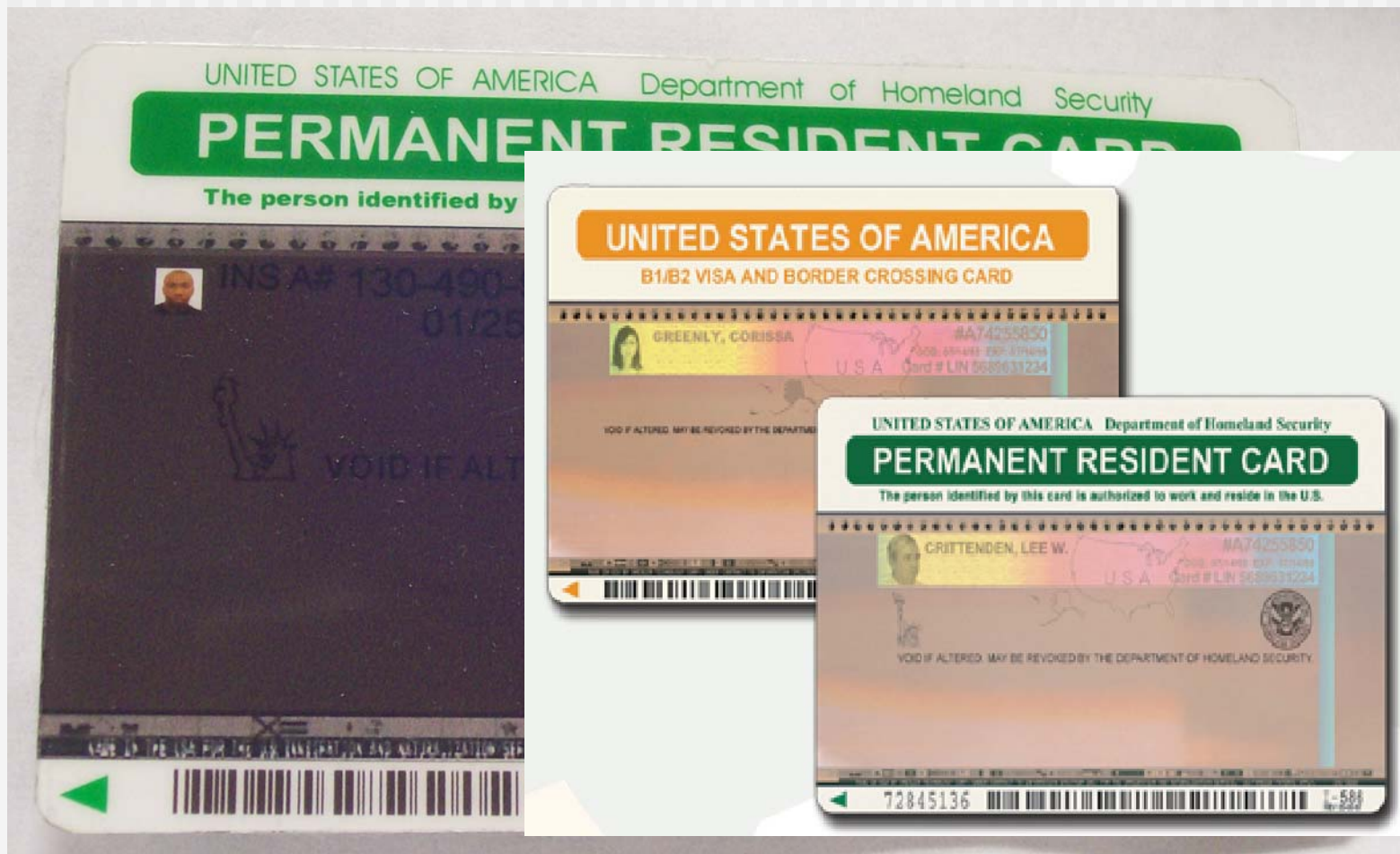


Birth and
Expiration
Dates

Permanent Resident Card



Counterfeit vs. Authentic



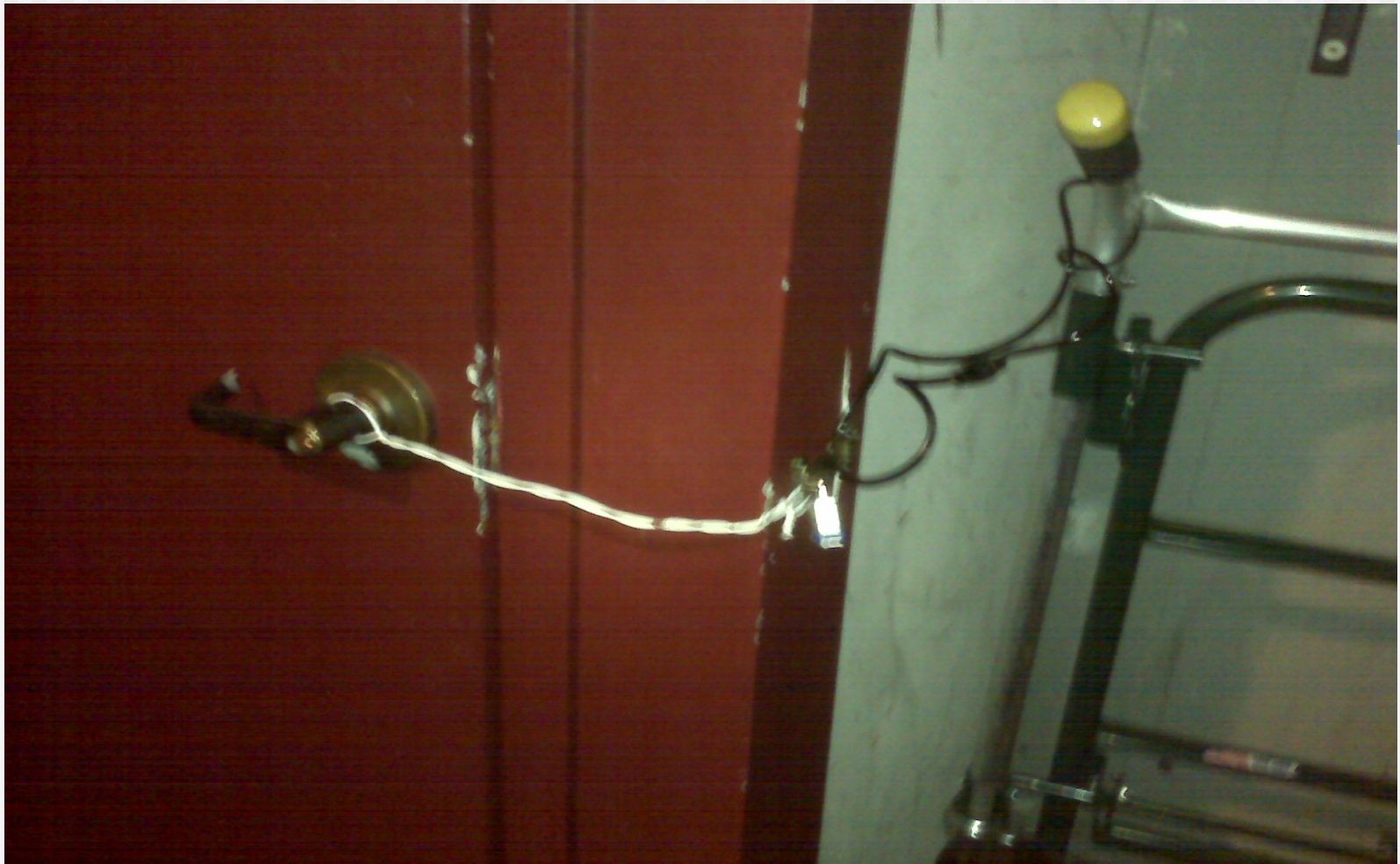
ID Policy



- Card anyone that appears to be under 35 and have this policy in writing.
- Use “we card” signage and have trained staff over the age of 21 checking IDs.

Section 6:

Safety and Security





OVER CAPACITY
BLOCKED ENTRANCES
DISORDERLY CONDUCT
NO AVAILABILITY OF FOOD
ABSENT OWNERSHIP



Blocked Exit

THAT'S THE
EXIT!!!!!!



Policies to Consider

- ✓ Proper Permits Posted and Current
- ✓ Communication
- ✓ Capacity
- ✓ Evacuation/Emergency Plan
- ✓ Code of Conduct
- ✓ Dress Codes
- ✓ Reentry Policies
- ✓ Over service
- ✓ Controlled Closures
- ✓ Security Plans (Must be submitted to DLC for review for outdoor events or if attendance is over 300)

Section 6: Board Hearings



Board of License Commissioners

Board of License Commissioners

- Issues new licenses, transfers licenses, and approves one day licenses and floor plans
- Has the power to revoke licenses, suspend licenses and/or levy fines of up to \$20,000
- If a license is revoked, the licensee may never hold a license in Maryland
- Any changes (including floor plans, seating capacity and hours of operation) must be approved by the Board. Notify the licensing office in writing to let them know of changes.

BLC Hearings

Show Cause Hearings (Violations)

- Interpreters are available if the office has enough notice. Please call the licensing office as soon as possible with this request.
- The burden of proof falls on the licensee to show why they should not be suspended or revoked or why a fine up to \$20,000 should not be imposed.
- The board is not bound by rules of evidence as in district court or circuit court proceeding, procedures are far more relaxed.
- The board decides on the credibility of witnesses, how much weight to give testimony and whether hearsay is reliable.
- All licensees must be present at hearings.
- After the hearing, the board will vote in closed session and licensees will be notified of the outcome by mail.

Section 7: Licensing

Annual License Renewal

- Applications for renewal of Alcoholic Beverage Licenses must be filed with the Montgomery County Department of Liquor Control Division of Licensure, Regulation and Education (LRE) between **February 1 and March 31, each year.**
- All licenses to sell/serve alcohol in Montgomery County **expire at 12:00 a.m. on May 1 each year.**
- Applications must be postmarked by March 31. DLC suggests delivering applications before March 30 to avoid running the risk of facing penalties (\$50 for each day over due). Keep in mind, if the deadline (March 31) falls on a weekend the office will be closed. **Office hours are T-F from 9:00am – 5:00pm.**

Annual License Renewal

- Annual renewal applications go to:

**Montgomery County Department of Liquor Control
LRE Division
16650 Crabbs Branch Way, Room 203
Rockville, MD 20855.**

- **Two** fees are due annually:
 - A \$100 processing fee due at the time of renewal application submission.
 - The license fee (varies by license) due when the license is picked up.

Credit cards accepted.

Please make checks out to Montgomery County, Maryland.

Annual License Renewal

- A complete renewal application is required annually. Please include the class of license and current license number.
- Renewed licenses will be issued during the last two weeks of April.
- Licenses are not mailed out and must be picked up in person from the licensing office.

Contact Information

Montgomery County Department of Liquor Control

16650 Crabbs Branch Way
Rockville, MD 20855

| | |
|------------------------|--|
| Licensing/Main Office: | 240-777-1999 |
| Outreach Office: | 240-777-1904 |
| Ordering Product: | 240-777-1901 |
| Email: | dlc@montgomerycountymd.gov |

If you are not a new business please turn in your evaluations.

Section 8:

The Liquor Board Hearing

Inspection Questionnaire

- Know your hearing date and time, allow yourself plenty of time, don't be late, parking is at a premium
- All APPLICANTS must appear in addition to your manager
- **Must bring with you:**
 - ✓ FLOOR PLAN;
 - ✓ MENU; and
 - ✓ **Copies of your state certified ALCOHOL AWARENESS CERTIFICATE** (NOT ALERT)
- **Location:** Council Office Building, First floor auditorium, 100 Maryland Ave, (downtown) Rockville, MD 20850 (*NOT DLC*)
- Licenses are not issued that day. You will be issued a handout with next steps. After the hearing licenses typically take about two weeks.
- Orange hearing poster may be removed anytime after your hearing
- 5 Commissioners, County Attorney, DLC Licensure Manager, and a Courtroom Clerk – respond verbally, it's a recorded proceeding

The Liquor Board Hearing

- When your case is called, proceed to the front table and chairs facing the Board and remain standing to be sworn in.
- After the chairman swears you in, you may be seated.
- Each applicant will be asked to give their full name and address (Your application may be amended at this time if, for example, your address has changed).
- Each applicant will be asked to state their role in the business, i.e. resident agent, cook, owner, manager, etc.
- The Board will want the hands-on operator to answer most of the questions. This person should be working the front of the house.

The Liquor Board Hearing

THE QUALIFICATION QUESTIONS:

- How old must you be to purchase alcoholic beverages?
- How old must you be to handle alcoholic beverages.....your employees?
- What are the five acceptable forms of ID?
- At this point, you will be called forward to explain your floor plan to the Board, show your menu, and take the ID test (10 ID's, five minutes)
- Where do you buy the alcohol you're going to sell?

The Liquor Board Hearing

THE QUALIFICATION QUESTIONS:

- Where do you keep your invoices and employee records? For how long? Available for inspection?
- For class B-Beer, Wine, and Liquor – What's the legal ratio requirement? What ratio do you expect to have?
- Did you meet our Compliance Manager and attend ALERT?
- Questions regarding your background and experience, i.e.: ever owned a restaurant, sold/served alcohol, waiter/waitress?
- Are you familiar with our Compliance Check Program? Tell us about it?

The Liquor Board Hearing

- Those were the qualification questions. At this point you will be asked if you'd like to make closing remarks
- The Chairman will close the hearing and call for the vote. (A majority vote is needed, 3 of 5 unless there's a distance issue, then a unanimous vote is needed.)
- The Board will announce if the alcohol license is granted.
- You will receive a cover letter and copy of the resolution in 10 days. Following, call to have a final compliance inspection. *i.e. Certificate of Use and Occupancy, Food Service Facility License, Alcohol Certificate, and Maryland Sales and Use Tax License.*
- Once the Inspector signs off, take the pink copy of their report to DLC/LRE with a check to pick up your license. *(If it's a transfer hearing, make sure all sales and use and employee withholding taxes are paid, otherwise the license may not transfer).*

The Liquor Board Hearing

Reminders and Frequently Asked Questions:

- Anytime you change anything that was presented to the Board today, i.e. alteration of premise, licensee, address change, phone, etc. YOU MUST NOTIFY THE OFFICE IN WRITING
- Food must be available anytime alcoholic beverages are served
- You may refuse alcohol service
- Alcohol storage must be on premises
- Resident agent must live in the County as long as he/she is on the license
- If you sell your business, you must notify the BLC/LRE before the new owners take over operation, file a transfer application

The Liquor Board Hearing

- If BWL, no outside advertising
- Outdoor cafes require Board approval, 36" high barrier, limited ingress/egress, portable bars and wait service.
- All alcohol must come from the Montgomery County DLC or one of the 25 liquor stores.
- If you close for 10 consecutive days, you must notify the Board in writing.
- Non-alcoholic beverages
- Your license is a privilege not a right, take care of it!

The Liquor Board Hearing

- Hard Liquor for cooking purposes only
- You have 30 days upon receipt of the Resolution to transfer your license, 2 years to pick up new license
- Scenarios-Family/Teenagers dining, sharing alcohol, underage in a bar, sell serve and consume
- Questions?

Ron Price
Compliance Manager
240-777-1985

Ronald.Price@montgomerycountymd.gov